

BASIC LAW ENFORCEMENT COMMUNICATIONS OPERATOR TRAINING

CLASS DESCRIPTION

This is a sixty-four (64) hour course held in the CJIS Computer Lab at the Kansas Highway Patrol Training Academy in Salina. The course provides live hands-on training in the various KCJIS functions/applications.

WHO SHOULD ATTEND THE COURSE

The course is structured for new communications personnel; however experienced personnel are also welcome to attend.

WHAT YOU WILL LEARN

Upon completion of this course, the student will have a working knowledge of the following:

- OpenFox
- KCJIS
- Web Portal
- Nlets
- NCIC (including certification)
- Radio and Telephone techniques and procedures
- Active Listening
- Stress Management
- Social Media

Practical application exercises will be conducted to affirm proficiency.

As this is hands-on training with live access to KCJIS, attendees must be established as KCJIS users prior to class and must bring their assigned RSA SecurID token to class each day.

TRAINING HOURS

Participants must attend both weeks of training. The course begins at 1300 hours Monday and is dismissed at 1200 hours Friday. Only two participants per agency, per class, may be registered in order to provide a broader representation of agencies across the state.

COST AND LODGING

- Minimum: \$80.00 administrative fee for training materials and 8 lunches, Monday - Thursday each week.
- Optional: \$400.00 for both a room at the KHPTA dorm and all meals

(8 nights lodging @ \$50.00 per night, meals beginning with lunch the first day through breakfast Friday)
Local lodging and restaurants are available at the individual agency's discretion but the minimum \$80.00 fee per attendee will still apply.

CONTACT INFORMATION

For additional information about this course please contact your regional CJIS Trainer/Auditor.